

**Construction Code  
Enforcement**

Building  
Electric  
Fire Prevention  
Plumbing



Municipal Building  
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## **Code Enforcement Memo 2021**

**Subject:** Ordinance 8-6 CERTIFICATE OF COMPLIANCE.

**Attention:** Multiple-Family Dwelling Landlords

**I.** Upon a change of tenancy in a rental premises located in a multi-unit rental dwelling, the owner of such dwelling must secure a certificate of compliance from the Township Code Enforcement Office prior to occupancy of the rental premises by a new tenant.

**II.** Before a certificate of compliance shall be issued, the Enforcement Officer shall make an inspection of the rental premises in question in order to ensure compliance with applicable building, health, safety and fire codes, regulations, ordinances and statutes of the Township of Montgomery and the State of New Jersey.

**III.** Any person who violates the provisions of this section shall be subject to the general penalty provisions set forth in section 1-5 of Ordinance 8-6. Additionally, upon a change of tenancy, an owner is prohibited from charging rent on any rental premises until a certificate of compliance has been obtained.

**IV. Summary:** If you or your organization is already complying with the requirements above please continue to do so. If you or your organization is not complying, then please contact the Code Enforcement Office to apply for an inspection. Owners and/or landlords found to have changed occupancy prior to receiving a certificate of compliance will be in violation and subject to penalties. If you have any questions or concerns, please contact the Code Enforcement Office or review the full extent of the ordinance. Please accept this memo as notification as to the processes described above or to continue with applying for re-occupancy inspections.

Access the application on the Bureau of Fire Prevention web page under forms. Registering your property with the Bureau of Fire Prevention is also required if you are not already. Use the Non-Life Hazard/Business Update Form.